

**Town of Norman Wells  
Minutes  
Regular Council Meeting #20-16  
Tuesday, June 16, 2020, 7:00pm  
Council Chambers**

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**Present:** Frank Pope Mayor  
Alexis Peachey Deputy Mayor  
Pascal Audet Councillor  
Jean-Paul Bernard Councillor  
Trevor Smith Councillor  
David Wever Councillor  
Jim Boyle Councillor (telephone)

**Staff:** Cathy Clarke Senior Administrative Officer  
Alex Millet Recreation Director/Acting Public Works Manager  
Hugo Pabke Utilities Manager  
Misty Rayner Finance Manager  
Jamie Kersey By-Law Enforcement  
Jennifer Waterhouse Governance & Community Engagement Manager  
Johannie Lapierre Development Officer  
Randy Sinasac Fire Chief

**Delegation** Corporal Tim McDonald, RCMP

**Guests:** Chris Chivers

1. **Call to Order** 7:00PM

2. **Declaration of Conflict of Interest**

3. **Review and Adoption of Agenda** Resolution

Addition of items:

6a. Closure of Town Square for half day on July 1<sup>st</sup> for Canada Day activities - Motion

9e. Citizen of the Year - Discussion

9f. Sole Sourcing for crush - Resolution

**'Be it resolved that the Agenda for the Regular Council Meeting, dated June 16<sup>th</sup>, 2020 is hereby adopted with additions.'**

**Motion:** No. 20-16-01  
**Moved by:** Councillor Peachey  
**Seconded by:** Councillor Smith

**Motion Carried**

4. **Delegation**

Corporal Tim McDonald Norman Wells Policing Report

- Amending reporting period to include first two weeks of month to allow for more current reporting.
- Provided summary of May report
- In the first two weeks of June have received 33 calls. High number related to out of towners. Most have left now and those left have not caused any issues.
- Impaired charge at Jackfish
- Received an overdose/sudden death call. NarCan administered by both RCMP and Health Centre. Individual transported to Health Centre by RCMP. Concern raised as RCMP vehicle is not designed to transport patients, nor are officers equipped to do this. A discussion needs to be had with Health and Social Services and Infrastructure(highways) as health centre staff will not leave the health centre. There is a need for ambulatory care in Norman Wells. Fire Department has ordered a supply of NarCan.
- Concern also raised about the presence of drugs in the community. RCMP need the community to call in and provide information. Calls can be anonymous.

- New member will be coming from FGH. Transfer can come anytime between now and September 15<sup>th</sup>. The detachment will operate with two officers for most of the summer.
- On behalf of Council, Mayor Pope expressed appreciation for all the work the RCMP do.

**5. Departmental Reports**                                  Second meeting of each month

- a) Town Manager
- Johannie will be returning on June 27<sup>th</sup>. She will be in self-isolation in Norman Wells.
  - Slight delay in the RFP for Road Work. Expected in early July.
  - A time is to be set up for Council to meet with the Community Plan consultants. This can be done at a CoW meeting – council visioning time.
  - Request for a new road in DOT. Will bring this back to Council with more information.
- b) Finance
- A formula error was identified in the summary report. This will be corrected and resubmitted via email tomorrow morning. The Finance Manager withdrew the Financial Report from this Council meeting and will resubmit.
- c) Fire Department
- Working with RCMP on the transient issue. Taking a team approach as issues can overlap between RCMP, Fire and By-Law.
  - Jamie Kersey has joined the Town (Casual position) to provide support with by-law enforcement. This position has increased ability to educate community about by-laws.
- d) Governance & Community Engagement
- Continuing with the Community updates three times a week
- e) Lands
- Received 97 surveys to date for the Community Plan
  - Second public meeting scheduled for Thursday, June 18<sup>th</sup>
  - Preparation for Taxation process underway, taking up most of time
- f) Recreation & Public Works
- Working with the Emerging Wisely plan in regards to facility openings and programming. The Plan is not clear and requires a lot of review.
  - Received positive feedback on parks and fitness centre
- g) Utilities
- Utilities Manager asked to speak to item 8a. Completion of the new underdrain has been pushed back, aiming for September 1<sup>st</sup>. Would need to sort out how AWI could come in for the installation. It would take 5-7 days. The plant is currently operating fine with only the single system operational.

**6. Committee Reports**

- a) Recreation Committee Resolution

**'Be it resolved that the Council of the Town of Norman Wells hereby approves to have Town Square blocked off on July 1<sup>st</sup> from 8:00AM to 3:00PM for Canada Day.'**

**Motion:                          No. 20-16-02**  
**Moved by:                      Councillor Smith**  
**Seconded by:                      Councillor Peachey** **Motion Carried**

- b) Economic Development Committee

- c) Town Planning and Land Use Committee  
Minutes from the last meeting were provided. No additional questions.

**7. Minutes**

- a) Regular Meeting of Council #20-15 Resolution  
Accepted with minor correction to mode of attendance for Councillor Smith and Councillor Bernard.

**'Be it resolved that the Minutes for the Regular Council Meeting, dated June 2<sup>nd</sup>, 2020 are hereby adopted.'**

**Motion:** No. 20-16-03  
**Moved by:** Councillor Peachey  
**Seconded by:** Councillor Wever

**Motion Carried**

## 8. Old Business

- a) Filter Underdrain Replacement – Update Information  
Update provided as part of Utilities Departmental Report Item 5g.

## 9. New Business

- a) By-Law Enforcement Information  
The Fire Chief/By-Law Enforcement Officer shared that off to a good start with the timing/overlap of Covid-19. Would not be able to open the fitness centre with out the new position. It enables a lot of things to happen such as property standards, Jackfish Lake Park monitoring, working with the dogcatcher. The position is being well received. Not using an enforcement approach, rather an educational one so can focus on issues. Credit given to Jamey Kersey who has been hired in a part-time casual capacity.
- b) Pets in the workplace Resolution  
Council is in support of this proposal with conditions. The policy will need to include provisions about the types of pets allowed and conditions that defer to employees who may have allergies or other concerns related to pets in the workplace. Pets will need to abide by the by-law and be kept under physical control and a sign will need to be posted notifying visitors to the Town Office that pets on site.

**'Be it resolved that the Council of the Town of Norman Wells hereby approves the creation of a policy within the Municipal Employee Policy Manual to allow for pets in the workplace.'**

**Motion:** No. 20-16-04  
**Moved by:** Councillor Peachey  
**Seconded by:** Councillor Smith

**Motion Carried**

- c) Tax Auction Discussion  
The SAO noted that there are a number of people having a hard time financially. The Development Officer reviewed the Tax Auction process. Mayor Pope inquired whether it be cancelled this year. Discussion held around the number of properties and the process for removing from the list. The Development Officer shared that last year started with 24 properties but has been able to reduce to 13. Council in agreement to move forward as the checks and balances are in place. Mayor Pope is trying to set up a meeting with the Premier to discuss the GNWT's arrears.
- d) Mountain Avens Awards Resolution  
The \$1500.00 for the Mountain Avens Awards is included in the Town budget. Categories agreed upon.

**'Be is resolved that the Council of the Town of Norman Wells hereby approves that up to \$1,500.00 be allocated for the Mountain Avens Awards in the following categories: Elders, Northern & Recycling, Traditional and Vegetable Gardens.'**

**Motion:** No. 20-16-05  
**Moved by:** Councillor Wever  
**Seconded by:** Councillor Peachey

**Motion Carried**

- e) Citizen of the Year Discussion  
The funds for the Citizen of the Year Award are included in the Town budget. Will begin advertising this week for nominations and the winner will be announced during the Canada Day celebrations. Selection will take place at during a special meeting before the next CoW.

Discussion held around what the award should be. Suggested that it should be geared towards who the winner is. In the past it has been a picture with a plaque purchased from the museum. The maximum budget is \$1,000.00

f) Sole Source – Crushing

Received final specifications from engineers last Friday and met with HRN this morning. The Town has already asked HRN to sole source for the Town's own stock. The Town now knows what will be needed for Phase 2 of the Road Work project. Will be required to contribute 25%. Can do this upfront with CPI funding and will still qualify as our contribution for Phase 2. Will need to do a lift of the chip seal. Also doing a drill blast. The \$375,000 cost will be the Town's contribution. Recommend doing a sole source for this crushing while the crusher is in Town. Councillors Audet and Boyle requested addition time to consider as not provided sufficient time to review as briefing materials provided just before the start of the meeting. Discussion held about whether the decision had to be made right away. Mayor Pope instructed Administration to bring back with options.

10. Council Forum

Councillor Bernard

- Inquired about the status of the Sage transition. SAO updated that the training is going well.

Councillor Audet

- Inquired about guardrail work. Action Public Works Manager responded that they had been ordered and some are in the upper yard. Repairs are included in their summer work plan.

Councillor Boyle

- Requested that the action item list be brought back.

Councillor Wever

- Fire hazard is currently at Extreme. Inquired whether the Town needs to look into this. The SAO will refer this to the Fire Chief.

Councillor Peachey

- Nothing

Councillor Smith

- Suggested that the Unsightly Yard By-law (Property Standards By-Law # 14-6) be reviewed. There are a lot of scarp vehicles in yards. Governance and Community Engagement manager will look at it and bring forward for updating.

Mayor Pope

- Mayor Pope has asked Councillor Bernard to represent the Town in an interview with the CBC on the fiber optic line.
- Thanked Councillor Wever for volunteering his time and machinery to rototill the playgrounds.
- Thanked staff for work on getting Jackfish Lake Park open.

11. Correspondence to Council

a) Northwestel Offers Norman Wells

b) Legion Nevada Machine

All in favour to allow the new machine. SAO to confirm with the legion that they can apply for a lottery license for the new Nevada machine.

12. Correspondence from Council

13. In Camera

**'Be it resolved that the Council of the Town of Norman Wells hereby go in camera the time being 9:03PM.'**

**Motion:** No. 20-16-06  
**Moved by:** Councillor Wever  
**Seconded by:** Councillor Peachey

**Motion Carried**

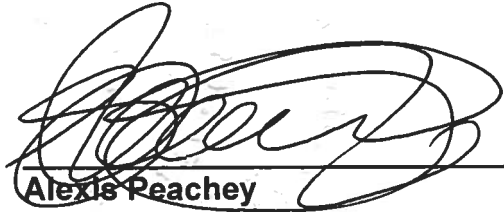
a) Legal

**'Be it resolved that the Council of the Town of Norman Wells hereby leave in camera the time being 9:15PM.'**

**Motion:**                   **No. 20-16-07**  
**Moved by:**           Councillor Smith  
**Seconded by:**       Councillor Wever

**Motion Carried**

14.   **Adjourn**     9:16PM



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Alexis Peachey  
Deputy Mayor



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Cathy Clarke  
Senior Administrative Officer